

# **State Council on Developmental Disabilities**

## **Council Budget**

July 1, 2018- June 30, 2019



# Explanation of Terms

- Expenditure – Items bought and paid for within a fiscal year
- Calendar Year – January 1 thru December 31
- State Fiscal Year – July 1 thru June 30
- Federal Fiscal Year – October 1 thru September 30th



# What is a Budget?

- It's a spending plan
- An itemized summary of likely income and expenses for a given period
  - Basic State Grant ( Federal Funds)
  - Quality Assessment (State Contract)
  - Clients' Rights Advocates/Volunteer Advocacy Services (State Contract)



# The Budget Process

- January - The Governor releases a proposed budget
- February - Staff drafts budget for Council's review
- March - Administrative Committee and Executive Committee review and approve/ revise proposed budget for Council review
- March - Full Council review of proposed budget
- May - Full Council adopt budget
- July-Budget goes into effect



# Governor's Proposed Budget

- Legislature and Governor must adopt and enact a budget by June 30, 2018
- SCDD's budget is funded by the federal government through September 2018
- Will bring the final budget to the Council  
If there is a change in the Council's Federal grant



# Spending Authority

- Spending authority is the amount of money the Governor's Office and Dept. of Finance determine SCDD needs to operate
- No department is allowed to spend more than what the Governor authorizes
- Spending authority does not always match the amount the department receives in actual dollars





# 2018-19 Budget Pressures

➤ Increase in Costs for Personnel	\$371,569
➤ Increase in Costs for Rent	\$36,664
➤ Increase in Travel Expenses	<u>\$87,000</u>
<b>Total FY 18-19 Budget Gap</b>	<b>\$495,233</b>



# 2018-19 Budget Pressures

➤ 2018-19 Budget Gap	\$495,233
➤ Projected Salary Increases (FY 19-20)	<u>\$239,062</u>
➤ <b>Total Estimated Budget Gap</b>	<b>\$734,295</b>





# 2018-19 Proposed Budget

- Assumes no changes in funding
  - No increases, no decreases
- Assumes all vacant positions are filled
- Relies on prior year savings to cover the budget gap



# 2018-19 Proposed Budget

SCDD Fiscal Year 2018-19 Budgeted Base

Categories	Basic State Grant (BSG)	Clients' Rights Advocates/ Volunteer Advocacy	Quality Assessment	TOTAL
	Federal Grants	State Grants	State Grants	

## 1. Personal Services:

Net Salaries & Wages	\$ 3,412,154	\$ 927,000	\$ 1,339,769	\$ 5,678,923
Temporary Help / Honorarium	\$ 66,500	\$ -	\$ -	\$ 66,500
Worker's Compensation	\$ 55,000	\$ 4,640	\$ 3,360	\$ 63,000
Staff Benefits	\$ 1,851,000	\$ 441,000	\$ 648,353	\$ 2,940,353
<b>Total Personnel Services</b>	<b>\$ 5,385,000</b>	<b>\$ 1,373,000</b>	<b>\$ 1,991,000</b>	<b>\$ 8,749,000</b>

## 2. Operating Expense and Equipment:

General Expense	\$ 50,000	\$ 75,000	\$ 36,000	\$ 161,000
Printing	\$ 45,000	\$ 9,000	\$ 170,000	\$ 224,000
Communications	\$ 40,000	\$ 25,000	\$ 10,000	\$ 75,000
Postage	\$ 20,000	\$ 14,000	\$ 251,000	\$ 285,000
Travel-in-State :	\$ 285,000	\$ 64,000	\$ 60,000	\$ 409,000
Per Diem	\$ -	\$ -	\$ -	\$ -
Commercial Air	\$ 18,000	\$ 18,000	\$ 18,000	\$ 54,000
Private Car	\$ -	\$ -	\$ -	\$ -
Taxi & Shuttle	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -
Out-of-State Travel	\$ 15,000	\$ -	\$ -	\$ 15,000
Training (Tuition and Registration)	\$ 2,000	\$ 15,000	\$ 3,000	\$ 20,000
Facilities Operations (Rent)	\$ 583,000	\$ 24,000	\$ 245,000	\$ 852,000
Utilities	\$ 6,000	\$ -	\$ 2,000	\$ 8,000
Interdepartmental Services:	\$ 411,000	\$ 134,000	\$ 156,000	\$ 701,000
External Contract Services	\$ 5,000	\$ 3,000	\$ 3,000	\$ 11,000
Data Processing (Software, licenses, etc.)	\$ 15,000	\$ 18,000	\$ 10,000	\$ 43,000
Statewide Cost Allocation Plan (SWCAP)	\$ 25,000	\$ -	\$ -	\$ 25,000
Other Items of Expense	\$ 5,000	\$ 91,000	\$ 85,000	\$ 181,000
<b>Total Operating Expense and Equipment</b>	<b>\$ 1,507,000</b>	<b>\$ 472,000</b>	<b>\$ 1,031,000</b>	<b>\$ 3,010,000</b>

<b>3. Community Grants</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 240,000</b>
<b>4. Total Council Budget (1 + 2 + 3)</b>	<b>\$ 7,132,000</b>	<b>\$ 1,845,000</b>	<b>\$ 3,022,000</b>	<b>\$ 11,999,000</b>
<b>5. Total Basic State Grant Award</b>	<b>\$ 6,527,000</b>			
<b>6. Difference between Council Budget and Basic State Grant Award</b>	<b>\$ 605,000</b>			
<b>7. Prior Year's Unexpended BSG Savings</b>	<b>\$ 1,488,000</b>			

# Proposed Itemized 18-19 Budget

Salaries & Benefits  
\$8,749,000



General Expense  
\$161,000

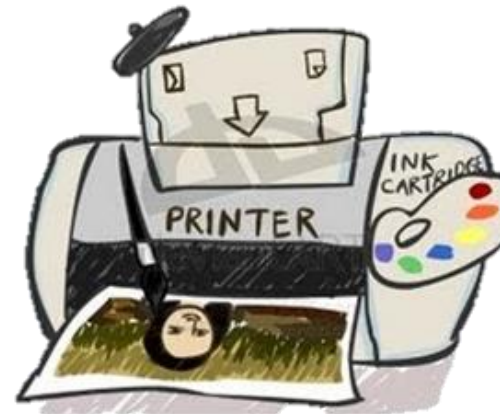
(Subscriptions, dues, office supplies, registration fees)



# Proposed Itemized 18-19 Budget

## Printing \$224,000

(Pamphlets, brochures, photocopier expenses)



## Communications \$75,000

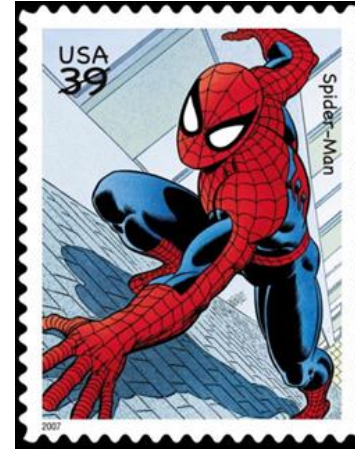
(Telephone, fax machines, # 800, teleconferences, cell phones, other communications expenditures)



# Proposed Itemized 18-19 Budget

Postage  
\$285,000

(All postage, postage meter-includes courier, bulk mail, FedEx and other overnight charges)



Travel:

In-State

\$409,000

Out-of-State

\$15,000

(Mileage reimbursement for Council members; Administrative Coordinator; routine conferences; per diems, airfares)





# Proposed Itemized 18-19 Budget

Training  
\$20,000



Facilities Operations  
(Rent)  
\$852,000





# Proposed Itemized 18-19 Budget

Utilities  
\$8,000



Inter-departmental  
Services  
\$701,000

Contracts with Dept. of Social Services, Office of Technology, CalHR, Dept. of General Services etc.

# Proposed Itemized 18-19 Budget



## External Contracts

(Janitorial services, water delivery, business supplies contracts, etc.)

\$11,000

## Data Processing

(PC leases, netbooks, supplies, software licenses, etc.)

\$43,000



# Proposed Itemized 18-19 Budget

## Statewide Cost Allocation Plan (SWCAP)

Represents General Fund recoveries of statewide general administrative costs (i.e., indirect costs incurred by central service agencies) from federal funding sources Statewide Cost Allocation Plan (SWCAP), like Pro Rata, apportions central services costs to state departments.

\$25,000



## Other Items of Expense

(Misc. client services charge, fees, penalties, facilitation stipends, etc.)

\$181,000



# Total Council Budget

Basic State Grant (BSG)	\$7,132,000
Federal Funds	

Quality Assessment (QA)	\$3,022,000
State Contract	

Client's Rights Advocates	\$1,845,000
Volunteer Advocacy(CRA/VAS)	
State Contract	

<b>Total Council Budget</b>	<b>\$11,999,000</b>
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**Discussion**

**Questions?**

